

Section 101—Definitions and Terms

Whenever in these Specifications or in other Contract Documents the following terms or pronouns in place of them are used, the intent and meaning shall be interpreted as follows:

101.01 Abbreviations

Wherever the following abbreviations are used in the Specifications or on the Plans, they are to be construed the same as the respective expressions represented.

Abbreviation	Term
AAN	American Association of Nurserymen
AAR	Association of American Railroads
AASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
AGC	Associated General Contractors of America
AIA	American Institute of Architects
AIEE	American Institute of Electrical Engineers
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
AMS	Aerospace Materials Specification
ANSI	American National Standards Institute
ARA	American Railway Association
AREA	American Railway Engineering Association
ASCE	American Society of Civil Engineers
ASLA	American Society of Landscape Architects
ASTM	American Society of Testing and Materials
AWPA	American Wood Preservers' Association
AWWA	American Water Works Association
AWS	American Welding Society
CRSI	Concrete Reinforcing Steel Institute
DOT	Georgia Department of Transportation
EEO	Equal Employment Opportunity
FHWA	Federal Highway Administration
FSS	Federal Specifications and Standards, General Services Administration
GDT	Georgia Department of Transportation
IES	Illuminating Engineering Society
MUTCD	Manual on Uniform Traffic Control Devices
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
NESC	National Electrical Safety Code
NFPA	National Fire Protection Association

Abbreviation	Term
SAE	Society of Automotive Engineers
SPIB	Southern Pine Inspection Bureau
SSPC	Steel Structure Painting Council
UL	Underwriters Laboratories, Inc.

101.02 Acceptance Plans

A defined method of taking and evaluating measurements for the purpose of determining the acceptability of a lot of material or construction.

101.03 Advertisement

The public announcement as required by law, inviting bids for work to be performed or materials to be furnished.

101.04 Available Day

Any calendar day exclusive of Saturdays, Sundays, and Legal Holidays on which the Engineer determines that the Contractor is not prevented from accomplishing at least five hours of productive work on the controlling item or items of work which would normally be in progress at that time by causes beyond his control, and not due to his fault or negligence, including but not restricted to unsuitable weather and its aftermath, suspension order of the Engineer, acts of God, acts of public enemy, fire, flood, epidemic, quarantine, strikes, or freight embargo.

101.05 Award

The formal acceptance by the Department of a Bid.

101.06 Base Course

One or more layers of specified material of designed thickness placed on a subgrade or a subbase to support a surface course.

101.07 Bid

See Proposal.

101.08 Bid Item

A specifically described unit of work for which a price is requested in the Proposal.

101.09 Bidder

A qualified individual, firm or corporation, or combination thereof, submitting a written Proposal for the Work advertised.

101.10 Board

The State Transportation Board.

101.11 Bridge

A structure, including supports, erected over a depression or an obstruction, such as water, a highway or a railway, etc., and having a track or passageway for carrying traffic, water or other moving loads and having an opening measured along the center of the roadway of more than 20 ft (6 m) between undercopings of abutments or extreme ends of openings for multiple boxes.

A. Bridge Length

The overall length of a structure measured along the center of the roadway between backs of abutment backwalls or between ends of bridge floor.

B. Bridge Roadway Width

The clear width of a structure measured at right angles to the center of the roadway between the bottom of curbs or, if curbs are not used, between the inner faces of parapet or railing.

C. Bridge Complete

An entire bridge including its substructure and superstructure.

D. Completed Bridge Site

Unless otherwise shown on the Plans or indicated in the Proposal, a Completed Bridge Site is one in which all grading is completed to subgrade elevation (except for the stage construction providing a bench for the end bent). The minimum acceptable length of completed full-depth embankment shall equal the maximum width of fill between slope stakes at the particular end of bridge. This minimum length of full-depth embankment will be measured along the roadway centerline away from the end-of-bridge station.

In cut sections, a Completed Bridge Site shall be considered to be complete when the excavation is down to the subgrade elevation and extends 50 ft (15 m) beyond the outer limits of the bridge in each direction.

In all cases, positive surface drainage shall be in place and functioning and all temporary erosion control measures shall be installed, functioning, and maintained.

101.12 Calendar Day

Every day shown on the calendar beginning at 12:00 midnight.

101.13 Chief Engineer

The Engineering Executive appointed by the State Transportation Board, or other authority as may be provided by law, and acting for the Department within the authority and scope of duties assigned.

101.14 Commissioner

The Commissioner of the Department of Transportation.

101.15 Completion Date

The calendar date by which the Contract shall be completed when such date is shown in the Proposal in lieu of the stipulation of a number of available days or calendar days.

101.16 Contract

The written agreement between the Department and the Contractor setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work, the furnishing of labor and materials, and the basis of payment.

The Contract includes the Advertisement, Proposal, Contract Form and Contract Bond, Specifications, Supplemental Specifications, Special Provisions, general and detailed Plans, Notice to Proceed, and also any Supplemental Agreements that are required to complete the construction of the Work in an acceptable manner, including authorized extensions thereof, all of which constitute one instrument. No oral agreement or orders are to be considered as valid or as a part of the Contract.

101.17 Contract Bond (Performance and Payment Bond)

The approved form of security executed by the Contractor and his Surety or Sureties, which guarantees complete execution of the Contract and all Supplemental Agreements pertaining thereto, and the payment of all legal debts pertaining to the construction of the Project.

101.18 Contract Item (Pay Item)

A specifically described unit of work for which a price is provided in the contract.

101.19 Contract Time

The number of available days or calendar days allowed for the completion of the Contract, including authorized time extensions.

If a Completion Date is shown in the Proposal, the Contract Time then shall be the period between the issuance of the Notice to Proceed and the calendar date shown in the Proposal as the completion date.

101.20 Contractor

The individual, firm, corporation or combination thereof or governmental organization contracting with the Department for performance of prescribed work.

101.21 Culvert

Any structure under the roadway with a clear opening of 20 ft (6m) or less measured along the center of the roadway.

101.22 Department

The Department of Transportation, State of Georgia.

101.23 Easement

A right, other than the acquisition of title, acquired to use or control property for a designated purpose.

101.24 Engineer

The Chief Engineer of Georgia, acting directly or through a duly authorized representative.

101.25 Equipment

All machinery, apparatus, and tools necessary for the proper construction and acceptable completion of The Work, plus the necessary repair parts, tools, and supplies for upkeep and maintenance.

101.26 Extension Agreement

A written agreement entered into by and between the Department and the Contractor extending The Work beyond its original boundaries and prescribing additional work to be done including the basis of payment and time allowed for completion.

101.27 Extra Work

An item of work not provided for in the Contract as awarded but found essential to the satisfactory completion of the Contract within its intended scope.

101.28 Force Account

A method of payment for Extra Work when a Supplemental Agreement is not arrived at between the Engineer and the Contractor.

101.29 General Terms

Whenever the following words or similar terms appear herein, they shall be understood to imply “by or to the Engineer,” unless the context clearly indicates a different meaning:

“acceptable,” “approved,” “authorized,” “called for,” “considered necessary,” “contemplated,” “deemed,” “designated,” “directed,” “established,” “given,” “indicated,” “ordered,” “permission,” “permitted,” “required,” “satisfactory,” “specified,” “sufficient,” “suitable,” “suspended,” “unacceptable,” “unsatisfactory,” “unsuitable.”

101.30 Highway—Road—Street

Each of these words is a general term denoting a public way for the purpose of vehicular travel including the entire area within the Rights Of Way.

101.31 Holidays

In the State of Georgia, holidays occur on:

Date	Holiday
January 1	New Year's Day
3rd Monday in January	King's Birthday
January 19	Lee's birthday
3rd Monday in February	Washington's birthday
April 26	Confederate Memorial Day
Last Monday in May	National Memorial Day
July 4	Independence Day
1st Monday in September	Labor Day
2nd Monday in October	Columbus Day
November 11	Veterans' Day
4th Thursday in November	Thanksgiving Day
December 25	Christmas Day

If any of these Holidays fall on Sunday, the following Monday is considered to be the Holiday; if any of the Holidays fall on Saturday, the preceding Friday is considered to be the Holiday.

101.32 Inspector

The Engineer's authorized representative assigned to make a detailed inspection of Contract performance of any or all portions of The Work or materials thereof.

101.33 Invitation for Bids

See 101.03 Advertisement.

101.34 Laboratory

The testing laboratories of the Department or any other testing laboratory that may be designated by the Engineer.

101.35 Liquidated Damages

The fixed charges assessed against the successful Bidder or the Contractor for failure to execute the Contract or to complete the Contract within the Contract Time.

101.36 Materials

Any substances specified for use in the construction of The Work.

101.37 Materials Allowance

Payment for materials on hand as defined in Subsection 109.07, not to be confused with Partial Payments for work completed.

101.38 Median

The portion of a divided highway separating the traveled ways for traffic moving in opposite directions.

101.39 Minor Structures

Any structure not defined as a bridge.

101.40 Notice to Contractors

A written Notice soliciting Proposals, mailed to Contractors, suppliers and others in the Construction Industry, which will indicate with reasonable accuracy the quantity and location of the Work to be done or the character and quantity of the material to be furnished and the time and place of the opening of Proposals.

101.41 Notice To Proceed

Written notice to the Contractor to proceed with the Contract Work.

101.42 Pavement Structure

The combination of subbase, base course, and surface course placed on a subgrade to support the traffic load and distribute it to the roadbed.

101.43 Pay Item

See 101.18 Contract Item (Pay Item).

101.44 Performance and Payment Bond

See 101.17 Contract Bond (Performance and Payment Bond).

101.45 Plans

The approved plans, profiles, typical cross sections, working drawings and supplemental drawings or exact reproductions thereof, which show the location, character, dimensions, and details of The Work.

101.46 Prequalification

The procedure established and administered by the Department by virtue of which prospective Bidders are required to establish their responsibility and competence in advance of submission of Proposals.

101.47 Project

The specific section or sections of the highway together with all appurtenances and construction to be performed thereon under the Contract.

101.48 Proposal

The offer of a Bidder, on the prescribed form, to perform The Work and to furnish the labor and materials at the prices quoted.

101.49 Proposal Guaranty

Acceptable surety furnished by a bidder as a guaranty that he will enter into a contract and will furnish contract performance and payment bonds if a contract is awarded to him.

101.50 Right-of-Way

A general term denoting land, property, or interest therein, usually, but not required to be, in a strip, acquired for or devoted to a highway and its appurtenant structures.

101.51 Roadbed

The graded portion of a highway within top and side slopes, prepared as a foundation for the pavement structure and shoulder.

101.52 Roadside Development

Those items necessary to the complete highway which provide for the preservation of landscape materials and features; the rehabilitation and protection against erosion of all areas disturbed by construction through seeding, sodding, mulching and the placing of other ground covers; such suitable planting and other improvements as may increase the effectiveness and enhance the appearance of the highway.

101.53 Roadway

The portion of a highway within the limits of construction.

101.54 Salvaged Material

Material having value that is to be removed, preserved, or stockpiled as directed for later use by the Department. Specific reference is made to Subsection 610.3.05.A.

101.55 Shall or Will, Should, May

As used in these Specifications, the following definitions apply:

SHALL or WILL—A mandatory condition. When certain requirements are described with the “shall” or “will” stipulation, it is mandatory that the requirements be met.

SHOULD—An advisory condition. Considered to be recommended but not mandatory.

MAY—A permissive condition. No requirement is intended.

101.56 Shoulder

The portion of the roadway contiguous with the traveled way for accommodations of stopped vehicles, for emergency use, and for lateral support of base and surface courses.

101.57 Sidewalk

That portion of the roadway primarily constructed for the use of pedestrians.

101.58 Skew or Skew Angle

The acute angle between the centerline of the roadway and a line parallel to a pier, bent, or abutment of a bridge or parallel to the centerline of a culvert.

101.59 Special Provisions

Additions or revisions to the Standard or Supplemental Specifications, applicable to an individual Project.

101.60 Specifications

A general term applied to all directions, provisions and requirements pertaining to performance of The Work.

101.61 Standard Specifications

A publication titled:

“DEPARTMENT OF TRANSPORTATION, STATE OF GEORGIA STANDARD SPECIFICATIONS, CONSTRUCTION OF TRANSPORTATION SYSTEMS.”

Transportation systems are defined as all modes of transportation, including but not limited to, highways, airports, rail and ports.

101.62 State Highway Engineer

See 101.13 Chief Engineer.

101.63 State

The State of Georgia.

101.64 Station

When used as a term of measurement will be 100 linear ft (1 km) measured horizontally.

101.65 Structures

Bridges, culverts, catch basins, drop inlets, retaining walls, cribbing, manholes, endwalls, buildings, sewers, service pipes, underdrains, foundation drains, and other features that may be encountered in The Work and not otherwise classified herein.

101.66 Subbase

The layer or layers of specified or selected material of designed thickness placed on a subgrade to support a base course.

101.67 Subcontractor

Any individual, firm, corporation, or combination thereof to which the Contractor with the written consent of the Department sublets any part of the Contract.

101.68 Subgrade

The top surface of a roadbed upon which the pavement structure and shoulders are constructed— generally the top 12 in (300 mm) within cuts and fills.

101.69 Subgrade Treatment

Modification of subgrade material by stabilization.

101.70 Stabilization

Modification of soils or aggregates by incorporating materials which will increase load bearing capacity, firmness, and resistance to weathering or displacement.

101.71 Substructure

All of that part of the bridge structure below the bearings of simple and continuous spans, skewbacks of arches and top of footings of rigid frames, including backwalls, wingwalls and wing protection railings.

101.72 Superintendent

The Contractor's authorized representative directly and solely responsible for the supervision and direction of The Work.

101.73 Superstructure

The entire bridge structure except the substructure.

101.74 Supplemental Agreement

A written agreement entered into by and between the Department and the Contractor covering modifications or alterations to the original Contract, and establishing any necessary new Contract Items, any other basis of payment, and any time adjustments for The Work affected by the changes. This Agreement becomes a part of the Contract when properly executed and approved.

101.75 Supplemental Specifications

Approved additions to or revisions of the *Standard Specifications*.

101.76 Surety

The corporation, partnership or individual, other than the Contractor, executing a Bond furnished by the Contractor.

101.77 The Work

The Work shall mean the furnishing of all labor, materials, equipment, superintendence and other incidentals necessary or convenient to the successful completion of the Project and the carrying out of all the duties and obligations imposed by the Contract.

101.78 Titles (or Headings)

The titles or headings of the Sections and Subsections in these Specifications are intended for convenience of reference and shall not be considered as having any bearing on the interpretation of the Specifications.

101.79 Traveled Way

The portion of the roadway for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

101.80 Treasurer

The Treasurer of the Department of Transportation.

101.81 Working Drawings

Any supplementary drawings or similar data which the Contractor is required to submit to the Engineer for approval including but not limited to stress sheets, shop drawings, erection plans, falsework plans, framework plans, cofferdam plans, and bending diagrams for steel.

101.82 Work Order

A written order signed by the Engineer with authority to negotiate changes in the Contract, requiring performance by the Contractor.

101.83 Related References

Listing of Specifications and documents contained in the Section are intended for convenience of reference and shall not be considered as having any bearing on the interpretation of the Specifications.

Section 102—Bidding Requirements and Conditions

102.01 Prequalification of Bidders

Before submitting a bid in excess of \$500,000, the Bidder shall have prequalified with the Department and received a Certificate of Qualification in accordance with the Rules and Regulations approved and adopted by the State Transportation Board. Bidders submitting bids of \$500,000 or less may be exempt from prequalification requirements. In addition, the aggregate total amount that a Non-prequalified Bidder may have under contract shall not exceed \$2,000,000.

Bidders intending to consistently submit Proposals shall prequalify at least once a year. However, qualifications may be changed during that period upon the submission of additional favorable reports or upon unsatisfactory performance. In addition, the Department reserves the right at any time to require the Contractor to furnish a current financial and experience statement.

102.02 Competency of Bidders

The Department may limit the amount of work awarded to any Contractor, based on the information furnished the Department in the Prequalification process. The Department may also limit the aggregate amount of work awarded to any non-prequalified Contractor.

The Department may refuse any Contractor Proposals to bid on additional work if the Contractor is behind schedule on work he has with the Department, as determined from the Progress Schedule called for in the Specifications. This refusal will apply to all applications for Proposals, made in the name of an individual, firm, partnership, or corporation with which the delinquent Contractor is affiliated.

102.03 Contents of Proposal Forms

Upon request, the Department will furnish the prospective Bidder with a Proposal Form. This form will state the location and description of the contemplated construction and will show the approximate estimate of the various quantities and kinds of